

4 October 1983

MEMORANDUM FOR: [REDACTED]

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FROM : J. Kenneth McDonald
Chief, DCI History Staff

SUBJECT : [REDACTED] Performance as Courier

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1. [REDACTED] who has been our courier at 316 Ames Building for approximately six months, has asked for our comments on his performance.

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2. I am glad to be able to report [REDACTED] has been consistently efficient, punctual and courteous in all his dealings with this office. When asked to make an additional pick-up of large items he has always done so cheerfully. In sum, I can state that the History Staff has no complaints at all with respect [REDACTED] service.

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[REDACTED]
J. Kenneth McDonald

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HS/Chase